



PURCHASING

EcoPurchasing means
considering attributes
such as



recycled content
toxicity
reusability
durability
repairability



before you buy
a product.

1997 Buy Recycled Series Pallets (Miscellaneous Products)

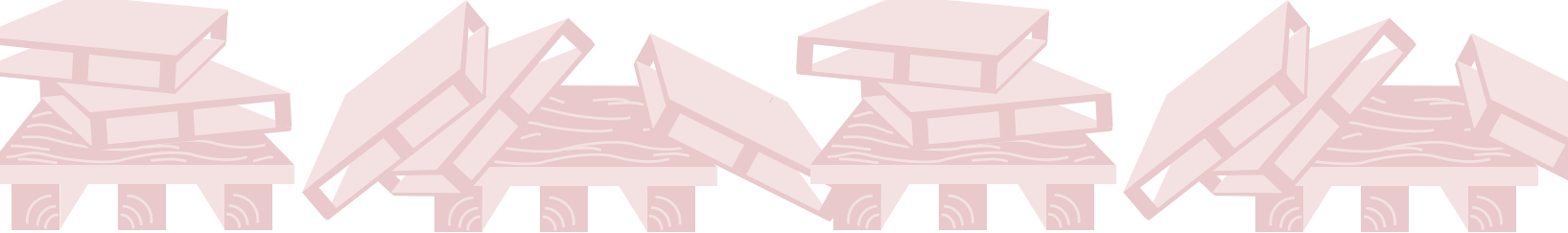
Now you can meet your shipping requirements in a way that's cost-effective, reliable, and earth-friendly. Today's pallets made from recycled materials offer the strength, durability, and performance you demand. That's why businesses and public sector buyers across the country are using and reusing recovered content pallets, extending the lives of these products and even creating new jobs.



Through the Comprehensive Procurement Guidelines (CPG), the U.S. Environmental Protection Agency (EPA) designates items that must contain recycled content when purchased by federal, state, and local agencies or by government contractors using appropriated federal funds. EPA's research shows that the items designated in the CPG are of high quality, widely available, and cost-competitive with virgin products. EPA also issues a non-regulatory companion piece—the Recovered Materials Advisory Notice (RMAN)—that recommends levels of recycled content for these items. To make it even easier to buy recycled, EPA updates the CPG each year.

Whether your agency ships supplies, mail, equipment, or products, pallets are an indispensable tool. Make buying recycled indispensable as well! If you're involved in warehousing or distributing products, make a commitment to buy recycled pallets.





What Is The CPG?

The CPG requires federal agencies to buy items made from recovered materials.

Recycling is more than just dropping off your cans, bottles, and newspapers at the curb or at a local collection facility. Diverting recyclables from the waste stream is only the first step in the recycling process. The second step occurs when companies use these recyclables to manufacture new products. The third step comes when you purchase products made from recovered materials. That's how we close the loop.

To encourage the purchase of recycled products, the Resource Conservation and Recovery Act (RCRA) requires agencies to buy recycled products. In addition, President Clinton signed Executive Order 12873 in October 1993, which called for an increase in the federal government's use of recycled-content products. Developed in response to these directives, the CPG requires federal agencies to give preference to EPA-designated items made with recovered materials. This, in turn, supports recycling markets and allows recycling to continue to expand.

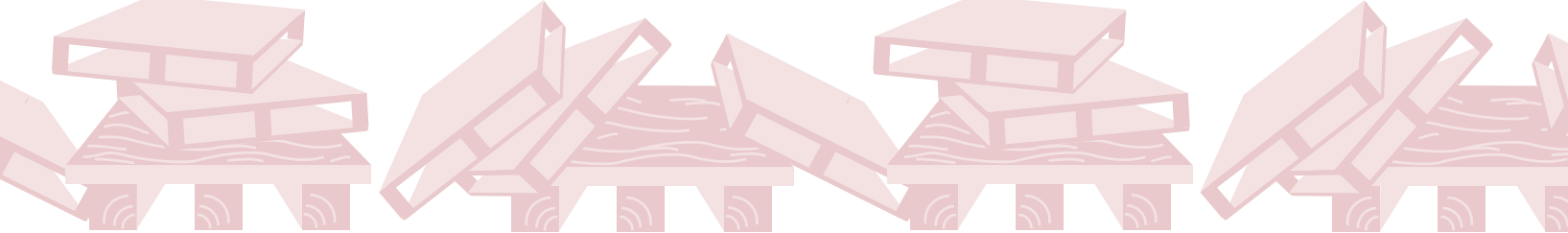
Issued in May 1995, the first CPG designated 19 new products and incorporated 5 previously designated items in 7 product categories. Procuring agencies are required to purchase these items with recycled content. (A procuring agency is any federal, state, or local agency, or government contractor, which uses appropriated federal funds to purchase products.) A CPG update (CPG

II) was published in November 1997, and designated an additional 12 products, including pallets.

If your agency spends more than \$10,000 per year on a product designated in the CPG, you are required to purchase it with the highest recycled-content level practicable. The CPG also applies to lease contracts covering designated items.

Your agency is required to develop an affirmative procurement program (or modify its existing program) to incorporate buy-recycled requirements for pallets by November 13, 1998. This effort might involve reviewing your specifications for pallets and eliminating provisions that pose barriers to procuring them with recycled content (such as aesthetic requirements unrelated to product performance).

The CPG acknowledges, however, that specific circumstances might arise that preclude the purchase of products made with recovered materials. You may purchase designated items that do not contain recovered materials if you determine that: (1) the price of a given designated item made with recovered materials is unreasonably high, (2) there is inadequate competition (not enough sources of supply), (3) unusual and unreasonable delays would result from obtaining the item, or (4) it does not meet your agency's reasonable performance specifications.



How Do I Purchase Recycled-Content Pallets?

To help agencies comply with the buy-recycled requirements, EPA also issues guidance in RMANs, which are designed to make it as easy as possible to buy the designated items. RMAN II recommends recycled-content levels to look for when purchasing pallets, as shown below. Following the RMANs’ recommended levels will help ensure that your affirmative procurement program and standards meet the buy-recycled requirements.

Rather than specifying just one level of recycled content, the RMANs recommend ranges that reflect actual market conditions. The recommendations are based on market research identifying recycled-content products that are commercially available, are competitively priced, and meet buyers’ quality standards.

You can purchase recovered-content pallets from a growing number of manufacturers. Refer to EPA’s *Miscellaneous Products (Pallets) Containing Recovered Materials* for sources for your next purchase.

Also, consider repairing your used pallets either by establishing an in-house pallet reuse operation or by contracting for these services. Agencies such as the Department of Defense District Depot (see case study) are reaping the benefits of pallet repair and reuse. To assist in these efforts, the National Wooden Pallet and Container Association is developing a standard for repaired pallets that will be available in late 1997.

“Closing the Loop” With Repaired or Recycled Pallets	
CASE STUDY: Department of Defense	CASE STUDY: U.S. Postal Service
In a major waste reduction initiative, the Department of Defense District Depot in Susquehanna, Pennsylvania (DDSP), has been manufacturing and using remanufactured wooden pallets since 1995. DDSP collects and repairs its used pallets and sells the excess scrap wood, nails, and sawdust to local entrepreneurs. The depot uses between 12,000 to 14,000 pallets per month. This pallet repair operation not only saves considerable money; it also created six new jobs. DDSP received the White House Closing the Circle Award for this program. For more information, contact Jerry Clemens at 717 770-7405.	The U.S. Postal Service (USPS) currently uses 185,000 recovered-content plastic pallets to help meet its shipping needs. USPS uses a “closed loop” system, in which pallets are sent to and returned from distribution points, remaining within the mail system. This system allows the pallets to be reused hundreds of times and has resulted in significant savings. USPS will continue to pursue this effort and plans to purchase an additional 400,000 recycled-content pallets in 1997. USPS is also considering expanding this program to include sending discarded pallets back to their manufacturers to be recycled into new pallets. For more information, contact J. Paul Seehaver at 202 268-4376.

EPA’s Recommended Content Levels for Pallets	
Pallet Types	Recovered Material Content
Wood	95 – 100% (postconsumer)
Plastic	
– Plastic Lumber	100% (postconsumer)
– Thermoformed	25 – 50% (postconsumer)
Paperboard	50% (postconsumer)

How Do I Get More Information?



Information Available From EPA

This fact sheet and the following publications on buying recycled products are available in electronic format on the Internet at <http://www.epa.gov/epaoswer/non-hw/procure.htm>. Use Internet e-mail to order paper copies of documents. Include the requestor's name and mailing address on all orders. Address e-mail to: rcra-docket@epamail.epa.gov. Text of the following *Federal Register* notices can be found at <http://www.epa.gov/fedrgstr/search.htm>. Search by specific day, by keywords, or by accessing the Government Printing Office database.

Paper copies also may be ordered by calling the RCRA Hotline. Callers within the Washington Metropolitan Area must dial 703 412-9810 or TDD 703 412-3323 (hearing impaired). Long-distance callers may call 800 424-9346 or TDD 800 553-7672. The RCRA Hotline operates weekdays, from 9:00 a.m. to 6:00 p.m., EST.

- ❖ *EPA Issues Comprehensive Procurement Guideline (EPA530-F-95-010)*. This 4-page fact sheet provides general information about the CPG and the development of affirmative procurement programs.
- ❖ *Federal Register (FR)* notices promulgating CPG I (60 FR 21370/EPA530-Z-95-006) and RMAN I (60 FR 21386/EPA530-Z-95-007), May 1, 1995. *Federal Register* notices promulgating CPG II (62 FR 60961/EPA530-Z-97-009) and RMAN II (62 FR 60975/EPA530-Z-97-010), November 13, 1997.
- ❖ *Miscellaneous Products (Pallets) Containing Recovered Materials (EPA530-B-97-007)*. This list identifies manufacturers and suppliers of pallets.
- ❖ *A Study of State and Local Government Procurement Practices that Consider Environmental Performance of Goods and Services (EPA742-R-96-007)*. This report provides important program elements and case studies of state and county agencies purchasing environmentally preferable products and services. For a copy of the report or more information on EPA's Environmentally Preferable Purchasing (EPP) program, contact the Pollution Prevention Information Clearinghouse at 401 M Street, SW. (7409), Washington, DC 20460. Phone: 202 260-1023. Fax: 202 260-4659. Visit the EPP homepage at <http://www.epa.gov/opptintr/p2home>.



Other Sources of Information

- ❖ *Buy Recycled Business Alliance*. The Alliance includes over 3,200 companies and organizations committed to increasing their use of recycled-content products and materials in their day-to-day operations. The Alliance offers educational materials, a quarterly newsletter, and product-specific guides. Public purchasing entities can join for free. For more information, contact Bonnie Fedchock, National Recycling Coalition, 1727 King Street, Suite 105, Alexandria, VA 22314-2720. Phone: 703 683-9025, Ext. 209. Fax: 703 683-9026.
- ❖ *General Services Administration (GSA)*. GSA publishes various supply catalogs, guides, and schedules for recycled-content products available through the Federal Supply Service. For copies of the following document and other information, contact GSA, Centralized Mailing List Service (7CAFL), 4900 Hemphill Street, P.O. Box 6477, Fort Worth, TX 76115-9939. Phone: 817 334-5215. Fax: 817 334-5227. You can also access *GSA Advantage!*, GSA's Internet-based online ordering system, to order any GSA product at <https://www.fss.gsa.gov/cgi-bins/advwel>.
 - *Environmental Products Guide*. This guide is designed to help procurement officials identify environmentally preferable products and services. It contains nearly 3,000 items, including many recycled-content products.
- ❖ *Greening the Government: A Guide to Implementing Executive Order 12873*. This guide provides detailed information on establishing and implementing federal affirmative procurement plans. Updated in the summer of 1997, it is available without charge from the Office of the Federal Environmental Executive, 401 M Street SW., (Mail Code 1600) Washington, DC 20460. Phone: 202 260-1297. Fax: 202 401-9503. Homepage: <http://www.ofee.gov>.
- ❖ *National Association of State Purchasing Officials (NASPO)*. NASPO's Internet-based Database of Recycled Commodities (DRC) includes information from states on their recycled product procurement. Data include product distributors, manufacturers, brand names, recycled and postconsumer content, "Energy Star" rating, units purchased, unit of measurement, unit price, and type of procurement. Visit the site at http://fcn.state.fl.us/bpsr/drc_notice.html. For more information, contact George C. Banks, DRC Coordinator, Florida Department of Management Services, 4050 Esplanade Way, Suite 335, Tallahassee, FL 32399-0950. Phone: 850 921-7852. Fax: 850 921-5979. E-mail: banksg@dms.mail.ufl.edu.

How Do I Get More Information? (Continued)

- ❖ **National Wooden Pallet and Container Association (NWPCA).** This international trade association represents manufacturers, recyclers, and distributors of pallets, containers, and reels. NWPCA is developing a standard for repaired pallets. For more information, contact NWPCA at 1800 North Kent Street, Suite 911, Arlington, VA 22209-2109. Phone: 703 527-7667. Fax: 703 527-7717. Homepage: <http://www.nwPCA.com>.
- ❖ **National Wood Recycling Directory.** This reference book provides a list of manufacturers of recovered wood products, including remanufactured wooden pallets. For more information, contact the American Forest and Paper Association (AF&PA), 1111 19th Street, NW., Suite 800, Washington, DC 20036. Phone: 202 463-2700. Fax: 202 463-5180. Users can also search the directory online at AF&PA's website at <http://afandpa.org/Recycling/Wood/Search.htm>.
- ❖ **Official Recycled Products Guide.** This directory lists more than 5,000 manufacturers and distributors of recycled-content products, including those of pallets. Contact: Recycling Data Management Corporation, P.O. Box 577, Ogdensburg, NY 13669. Phone: 800 267-0707. Fax: 315 471-3258.
- ❖ **Plastic Lumber Trade Association (PLTA).** PLTA is a non-profit, membership organization working to promote the interests of the recycled plastic lumber industry. Their work includes collaborating with the American Society for Testing and Materials to set industrywide standards for recycled plastic lumber. For more information, contact Alan E. Robbins, President, P.O. Box 80311, Akron, OH 44308-9998. Phone and Fax: 330 762-1963.
- ❖ **Recycled Plastic Products Source Book.** This booklet lists more than 1,300 plastic products from approximately 300 manufacturers, including pallets. For more information, call the American Plastics Council (APC), 1801 K Street, NW., Suite 7010, Washington, DC 20006. Phone: 202 974-5400. Fax: 202 296-7119. Visit the APC homepage at <http://www.plasticsresource.com>.
- ❖ **Sustaining Business & Jobs Through Pallet Repair & Reuse.** This report lists pallet reuse and recycling operations across the country and highlights case studies of model reuse programs. For more information, contact Brenda Platt at the Institute for Local Self-Reliance, 2425 18th Street, NW., Washington, DC 20009-2096. Phone: 202 232-4108. Fax: 202 332-0463.



Internet Sites

- ❖ **American Society for Testing and Materials (ASTM):** <http://www.astm.org/prodserv.html>. This site provides links to ASTM standards, the products and services offered by ASTM, and other news and information.
- ❖ **California Recycled-Content Product Database:** <http://www.ciwmb.ca.gov/mrt/rcp/rcp.htm>. This site contains information on why to buy recycled-content products, how to procure them, and provides access to a database with information on products, as well as manufacturers, distributors, reprocessors, mills, and converters across the country who procure or produce these products.
- ❖ **King County Recycled Product Procurement Program:** <http://www.metrokc.gov/oppis/recyclea.html>. This site describes the tools and techniques developed by King County, Washington, agencies for purchasing recycled products.
- ❖ **The Procurement Assistance Jumpstation:** <http://www.fedmarket.com/procinet.html>. This site contains links to many sites containing procurement information.
- ❖ **Reduce, Reuse, Recycle...Through Procurement:** <http://www.epa.gov/epaoswer/non-hw/procure.htm>. This site describes EPA's effort to facilitate the procurement of products containing recovered materials, including information on CPG, RMANs, and the Buy Recycled Series.

In addition, contact your state solid waste management agency for information about local and regional businesses that produce or distribute recycled-content products.



United States
Environmental Protection Agency
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Washington, DC 20460

Official Business
Penalty for Private Use
\$300